

**APPLICATION FOR ACCESS TO CRIMINAL OFFENDER RECORD INFORMATION ("CORI") FOR THE  
PURPOSE OF RESEARCH**

1. Title of Research Proposal:

\_\_\_\_\_

2. Name of Principal Researcher:

\_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

3. Attachments:

a. Attach to this form a letter on the official letterhead of the institution/agency. The letter should state that this research project has been thoroughly reviewed by the institution/agency and found to be conducted for valid educational, scientific or other legitimate public purpose. The letter should be signed by the supervisor of the principal researcher.

b. Attach to this form a detailed description of the research proposal. It must include with specificity a description of the type of criminal offender record information (CORI) which is required for the research, where the CORI is located, and the purposes for which the CORI is required.

6. Preservation of Subject Anonymity and the Destruction of Identifying Data:

a. On an attachment, describe the procedures that will be taken to comply with 803 CMR 8.02 regarding preservation of subject anonymity and destruction of identifying data.

I hereby affirm that all facts and representations made in this application and in all accompanying

agreements of non-disclosure are true and accurate to the best of my knowledge, information and belief.

\_\_\_\_\_  
Signature of Researcher

\_\_\_\_\_  
Date



## 803 CMR CRIMINAL HISTORY SYSTEMS BOARD

### 803 CMR 8:00: ACCESS TO CORI FOR RESEARCH PURPOSES

#### 8:01: Application Requirements

- (1) Individuals and agencies requiring access to CORI for purposes of research shall apply to the Board for such access on a form approved by the CHSB except that any criminal justice agency holding CORI may utilize such CORI for research purposes.
- (2) Any applicant for access to CORI shall be required to demonstrate that the research project is being conducted for valid educational, scientific, or other public purposes.
- (3) All applicants shall provide to the Board a detailed description of the research project specifying the type of CORI required and the reason for which such CORI is required.
- (4) The Board shall base its disposition of a request for access to CORI upon the purposes, design, and the compliance with requirements pertaining to subject anonymity contained in 803 CMR 8.02.

#### 8:02: Preservation of Subject Anonymity: Destruction of Identifying Data

- (1) All research projects and all published products of such research projects shall be designed to preserve the anonymity of the individuals about whom CORI relates. All applicants shall designate and specifically identify to the Board those project members responsible for preserving the anonymity of research subjects.
- (2) Research projects afforded access to CORI pursuant to the regulations shall be limited to inspecting and extracting such data in accordance with 803 CMR 8.02.
- (3) The project researchers shall segregate identifying data from the rest of the CORI by assigning an arbitrary code consisting of an original, non-duplicating number which shall be maintained in a secure place under the control of the project director. Access to such code shall be limited to the project director and those project members specifically identified as responsible for preserving the anonymity of research pursuant to 803 CMR 8.02(1).
- (4) Upon termination of the research project, the project director shall destroy the code developed pursuant to 803 CMR 8.02(3) and attest to the Board in writing that such destructions has been effected.
- (5) The project director and each member of the research staff shall be required to complete an agreement not to disclose any CORI to unauthorized persons. Such agreement shall be held by the Board and made available for public inspection.

#### 8.03: Inspection by Board: Compliance

- (1) The Board shall have the right to inspect any research project periodically. The Board may require periodic compliance reports. Any published product of the research project shall be submitted to the Board upon request.
- (2) In addition to those sanctions contained in M.G.L. c.6, s.178 and 803 CMR, the Board, upon failure of any research project to comply with M.G.L. c.6, ss. 167 and 178 or 803 CMR may:
  - (a) revoke approval for current access;
  - (b) demand and secure the return of all CORI; and,
  - (c) deny future access to CORI.

**INDIVIDUAL AGREEMENT OF NON-DISCLOSURE  
AND AUTHORIZATION FOR CORI CHECK**

I understand that any person who willfully requests, obtains or seeks to obtain criminal offender record information (CORI) under false pretenses, or who willfully communicates or seeks to communicate CORI to any agency or person except in accordance with the provisions of M.G.L. c. 6, §§ 168 through 175, inclusive, shall for each offense be fined up to five thousand dollars (\$5,000.00), or imprisoned in a jail or house of correction for up to one year, or both.

I also understand that a criminal record check will be conducted on me by the Criminal History Systems Board (CHSB) as a prerequisite to my having authorization for access to CORI.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_ .

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Last name

\_\_\_\_\_  
First name

\_\_\_\_\_  
Middle initial

\_\_\_\_\_  
Maiden name

\_\_\_\_\_  
Alias

\_\_\_\_\_  
Date of Birth (MM/DD/YY)

\_\_\_\_\_  
Social Security Number (requested but not required)

\_\_\_\_\_  
Job title

\_\_\_\_\_  
Agency/Business name

\_\_\_\_\_  
Agency Code (if agency is already certified)

\_\_\_\_\_  
Address